King County	Department of Adult and Juvenile Detention Adult Divisions General Policy Manual	
	Chapter 6 **Inmate Classification and Discipline**	
6.04.003, **Inmate Rights & Privileges**	Approved By:	Director John Diaz
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Purpose
To outline the rights and privileges afforded to inmates in department custody.

Policy
It is the policy of this department that inmates are afforded their established legal rights and are granted certain privileges contingent on good behavior and security concerns.

References

Department	Inmate Information Handbook
Department Policies:	6.01.001, Inmate Kites
	6.04.002, Inmate Grievance Procedures
	7.05.001, Commissary System
	7.05.002, Indigent Inmates
	7.06.004, Visiting

Definitions
Right: An entitlement, freedom, or privilege to do something, as provided by law.
Privilege: A benefit or advantage granted by department administration. A privilege is something that is allowed, but that is not guaranteed by law.

A. General Guidelines

1. Expectations, rights and privileges of inmates are summarized in this policy.
2. Rights and privileges may be limited or revoked when:
    a) An inmate is considered an imminent threat to facility security.
    b) An inmate is considered an imminent threat to the health or safety of himself, herself, or others.
    c) Jail security, staff safety or there are health concerns are raised.
3. When an inmate's rights are restricted or revoked, the incident shall be documented and forwarded up the Chain-of-Command for review.

B. Expectations

1. Inmate Code of Ethics, Rights, and Responsibilities, as published in the Inmate Information Handbook:
    a) The department expects staff to:

i. Treat inmates in a nondiscriminatory manner with regard to sex, race, religion, national origin, sexual orientation, or disability.
ii. Be firm, fair, and respectful in their treatment towards inmates.
iii. Not subject inmates to cruel and unusual punishment.
iv. Not discuss an inmate's crime with other inmates.
v. Ensure that inmates are free from threatening or harassing behavior from staff and other inmates.
vi. Utilize the inmate disciplinary system if inmates threaten, harass, intimidate, taunt, or ridicule staff or other inmates, break jail rules, or disobey orders.
vii. Maintain constant supervision of inmates.

b) The department expects inmates to:
   i. Follow jail rules.
   ii. Comply with and follow orders from staff.
   iii. Follow the schedules and promptly report to jail activities.
   iv. Refrain from horseplay and disrespectful language.
   v. Direct requests first to the housing unit officer (not to supervisors).
   vi. Show good behavior at all times.
   vii. Treat staff and other inmates fairly and with respect.
   viii. Be responsible for your choices and behavior.
   ix. Be patient.
   x. Keep your living area clean.

C. Inmate Rights

1. Each inmate shall be provided the following rights:
   a) Access to his or her attorney.
   b) Access to the diplomatic representative of his or her country of citizenship (for foreign nationals).
   c) Information about:
      i. Current charges.
      ii. Current bail.
      iii. Scheduled court dates, if available.
      iv. Scheduled release date, if available.
   d) Transportation to court proceedings.
   e) Protection from abuse, corporal punishment, personal injury, , and harassment.
   f) A copy of the facility rules, regulations, and potential sanctions.
   g) Access to telephone and mail.
   h) Access to emergency and necessary medical care.
   i) Religious freedom to practice the religion of their choice.
   j) Three meals per day.
   k) Living space that includes, but is not limited to:
      i. Reasonable privacy,
      ii. Storage space for personal items (within limits),
      iii. Daily access to the dayroom, daily access to shower.
      iv. Access to a toilet, sink, and drinking water.
   l) Adequate heat and ventilation
   m) Freedom in personal grooming, except when a valid security, operational, health, or

other interest justifies otherwise.

n) Mattress and linens.
o) Soap.
p) Regular exchange of clothing and bedding.
q) Toothbrush and toothpaste.
r) Razor.
s) Periods of exercise.
t) The ability to submit requests for needs per Department policy 6.01.001, Inmate Kites.
u) Access to a grievance procedure per Department policy 6.04.002, Grievance Procedures.
v) Not be subjected to unreasonable searches or seizures.

4. **Inmate Privileges**
   1. Inmate privileges shall be based on security level and behavior and may be rescinded partially or completely at the discretion of the Director or designee. Privileges may consist of the following:
      a) Being allowed to work as an inmate worker.
      b) Participation in:
         i. Group religious services
         ii. Counseling opportunities.
         iii. Educational opportunities.
         iv. Recreational opportunities (i.e. board games, cards, basketball)
         v. Other inmate programs and activities.
      c) Access to reading material.
      d) Telephone access for non-legal reasons.
      e) Purchases from a listing of commissary items per Department policy 7.05.001, Commissary System.
      f) Use of vending machines, computers, table games, exercise equipment, microwaves, etc., as provided.
      g) Special personal visits may be allowed outside of the normal visiting hours per Department policy 7.06.004, Visiting.
      h) Television viewing, including video and/or cable programs as available.
      i) More frequent dayroom access for shower, phones, and exercise than required by law.

5. Procedure
   1. Department uniformed staff shall:
      a) Ensure an inmate's rights are not restricted or revoked without cause, documentation, and due process.
      b) Provide each inmate with an Inmate Information Handbook during the booking process.
   2. Department administrative staff shall provide basic inmate rights information to all department staff.